

CHIVE/C-7-65  
19 August 1965

MEMORANDUM FOR: CTF Staff

SUBJECT: Man/Days Expended on CHIVE Tasks

1. The Director, CHIVE Task Force, has requested that man/days per person per task be reported in the CHIVE Task Force Monthly Report, starting with the August issue.

2. The principal purpose of this accounting is to supply management with the data necessary in developing task schedules and planning manpower assignments during the initial, hence critical, design phase of the project. It is recognized that few, if any, of the personnel assigned to the task force can (or should even try to) account for 100% of their time in this way.

3. Input to the monthly report is to be supplied by all Group Chiefs by COB August 27 (see CHIVE C-5-65). The number of man/days per person per task should be part of that input.

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